



## LAKE COUNTY LAW LIBRARY

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### LAKE COUNTY LAW LIBRARY

47 N. Park Place  
Painesville, Ohio 44077

Phone: 440.350.2638  
Fax: 440.350.2780

Hours of Operation  
Monday - Friday 8:00 - 4:30

[lawlibrary@lakecountyohio.gov](mailto:lawlibrary@lakecountyohio.gov)  
[www.lakecountyohio.gov/lawlibrary](http://www.lakecountyohio.gov/lawlibrary)

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Sandra E. Murphy, MLS

# Connexus

A QUARTERLY NEWSLETTER FROM THE LAKE COUNTY LAW LIBRARY RESOURCES BOARD

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## Celebrating National Library Card Sign-Up Month at the Lake County Law Library

Once upon a time, the American Library Association designated the month of September as National Library Card Sign-Up Month. Many students start the school year during the months of August and September. Therefore, a national campaign was started in 1987 to ensure every child in America had (and used) a library card. This goal has been ongoing. One of the most important items a student can begin the school year with is a library card from the local library...and so, National Library Card Sign-Up Month was born.

While the Lake County Law Library does not issue library cards, it's still important for us to celebrate the importance of libraries in general. Our library offers a variety of important materials and services to our users. We have over 1,600 titles on the library shelves. Materials in our print collection are in-house use only. There are a number of items in our equipment collection available for check-out such as laptop computers with word processing software, digital projectors, anatomical models, and medical posters. We can also enlarge documents to various poster sizes with our thermal poster printer and offer frames to loan for poster display. There are two Canon photocopiers available for use with copies still only 10 cents per page, or we can scan your documents to PDF and email them for free. Our fax services are available for 50 cents per page. The library also offers videoconferencing services for a fee. But by far, our most popular service is case searching on Westlaw Next. Don't have time to stop in? Call or email the law library with the cases you need. We'll be happy to locate and email them to you. If we aren't able to find the information from our resources, we will contact an outside law library for an interlibrary loan. The turnaround time for this service is usually under 24 hours.

The library's public computers offer Westlaw Next with the Practical Law feature, Fin Plan Divorce Planner, Ohio DR Forms, Microsoft Office Professional Suite, Library World (our online card catalog) and links to many Lake County government forms. We also provide free wifi access, and once in a while a good cup of coffee.

To celebrate and showcase our library's materials and services, please join us for a special open house on Wednesday, September 23rd from 10 am to 3 pm. Janet and I will be giving library tours, demonstrations, and have treats available for our guests. Stop in for a visit!

Sandra E. Murphy,  
Director/Law Librarian



## USED BOOK SALE TITLES:

We update our resource collection with new editions on a regular basis. Softbound discarded titles and CDs are only \$5.00 each. Hardbound discarded titles are \$10.00 each. Sale titles include:



- *Zoning & Planning Law Handbook, 2014*
- *Florida Rules of Court—State, 2014*
- *Florida Rules of Court—Federal, 2014*
- *Painesville City Directory, 2010*
- *Willoughby City Directory, 2010*
- *Ohio Traffic Law Handbook, 2014*
- *Ohio Planning & Zoning Law, 2014*
- *Post-Conviction Remedies, 2014*
- *Federal Jury Practice & Instructions, 2013-2014*

## NEW EDITION!

The Lake County Law Library would like to welcome our new staff member, Janet Carver! Janet is our new, part-time Library Assistant. Janet is often the person behind the camera at Lake County Bar Association events. Please stop in at the front desk to say hello!



## TECHNOLOGY TIP:

## What is Asana?

Asana is a free online task and project manager. This web and mobile application allows you to sort tasks by projects and project sections, add sub-tasks and delegate tasks to others with due dates. All of these functions are accomplished without using email. Other team members can comment directly under a task, keeping all information/communication pertaining to that task in one, central location for all involved. Tasks and projects are searchable and archivable.



This application is free for teams up to 15 people. Larger team support begins at \$21/year, depending on team size.

Some of Asana's high-profile clients include Airbnb, Dropbox, Foursquare, CBS Interactive, Pinterest, Lets Rent, and Uber. Asana offers apps for both Apple and Android products.

For more information on Asana, please visit: <https://asana.com/product>



## SERVICES

The law library shall provide legal research, reference, and library services to County and State employees, authorized legal practitioners, and their staffs. Services are as follows:

- Print library of over 1600 titles
- Laptops with Microsoft Office
- Sony digital camcorder
- Optoma media projector with screen
- DVDs, anatomical models and charts
- Portable X-Ray view box for courtroom presentations
- Reference assistance and technical training
- Wireless internet access throughout the library
- Complimentary copy of *Connexus*
- Document enlargement to various poster size along with matching frames
- Polycom VSX 7000 videoconferencing equipment with multipoint software for depositions, testimony, etc. \*\*
- Fax service to or from your home or office \*\*
- Photocopies \*\*

\*\* Fees for service may be charged